



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Minutes Library Board

---

Tuesday, September 17, 2019

4:30 PM

225 N. Oneida Street

---

1. Call meeting to order

Vice President Brian Looker called the meeting to order at 4:30pm

2. Roll call of membership

**Others Present:** Beth Carpenter, Ann Cooksey, Derik Henken, Tina Krueger, Adriana McCleer, Jessica Miller, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Maureen Ward

**Present:** 8 - Bergman, Peterson, Bloedow, Scheuerman, Alderperson Croatt, Hartjes, Mann and Looker

**Excused:** 2 - Exarhos and Kellner

**Others :** 1 - Panella

3. Approval of minutes from previous meeting

[19-1373](#)

August 20, 2019 Meeting Minutes

**Attachments:** [August 20 2019 Meeting Minutes.pdf](#)

**Bloedow moved, seconded by Peterson, that the August 20, 2019 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)**

4. Public Participation & Communications

[19-1374](#)

Outagamie County Reappointment of Patricia Exarhos to the Library Board

**Attachments:** [August272019CountyBoardMin.pdf](#)

Establish Order of the Day

## 5. Action Items

Vice President Looker called for a motion to move Action Items 19-1375, 19-1376, 19-1377, 19-1378, and 19-1379 to a Consent Agenda.

Mann moved, seconded by Scheuerman that Action Items 19-1375, 19-1376, 19-1377, 19-1378, and 19-1379 be moved to a Consent Agenda. Voice Vote. Motion Carried. (8-0)

Bergman moved, seconded by Bloedow, that Action Items 19-1375, 19-1376, 19-1377, 19-1378, and 19-1379 be approved. Voice Vote. Motion Carried. (8-0)

### [19-1375](#)

August 2019 Bill Register

**Attachments:** [August Bill Register.pdf](#)  
[August Expense Report.pdf](#)

This Report Action Item was approved

### [19-1376](#)

September 2019 Budget Amendment

**Attachments:** [September Budget Amendment.pdf](#)

This Report Action Item was approved

### [19-1377](#)

Proposed changes to 2019 hours

**Attachments:** [Proposed changes to 2019 hours memo.pdf](#)

This Report Action Item was approved

### [19-1378](#)

Notification of General Records Schedule Adoption

**Attachments:** [Notification of General Records Schedule Adoption.pdf](#)

This Report Action Item was approved

### [19-1379](#)

2019-2020 Board Committees

**Attachments:** [19-20 Board Committees 9-2019.pdf](#)

This Report Action Item was approved

## 6. Information Items

### A. Director's Report

[19-1380](#) Social Worker in the Library Needs Assessment

**Attachments:** [Social worker in the library needs assessment memo 9-19.pdf](#)

[19-1381](#) GARE: Government Alliance on Racial Equity City of Appleton Team

[19-1382](#) Special Election in Aldermanic Districts 6 and 15

[19-1383](#) Trustee Essentials Chapter 1: The Trustee Job Description

**Attachments:** [Trustee Essentials Chapter 1 - The Trustee Job Description.pdf](#)

[19-1384](#) Review APL Trustee Virtual Handbook Binder

B. Assistant Director's Report

[19-1385](#) APL Hiring Processes

[19-1386](#) 2nd Quarter 2019 Statistics

**Attachments:** [APRIL 2019.pdf](#)

[MAY 2019.pdf](#)

[JUNE 2019.pdf](#)

[19-1387](#) New Waunakee Public Library Library Visit

**Attachments:** [Waunakee Public Library.pdf](#)

C. Friends Report

[19-1388](#) Next Generation Friends of APL

[19-1389](#) Friends Annual Meeting

D. Staff Updates

[19-1390](#) 2019 Summer Library Program Report

7. Adjournment

**Mann moved, seconded by Bergman that the meeting be adjourned. Voice Vote. Motion Carried. (8-0)**

**The meeting was adjourned at 5:47pm**